


Module 8

Chapter 2

Pay500 Record View, Print, and Regeneration

Chapter Overview

Purpose This procedure will guide you through the steps to locate, read, and print payroll interface transactions created by the system. It will also provide guidance for creating a repeat transaction or a corrected interface format as appropriate.

Who Does It?  Most HR office users have access to view and print the PAY500 formats. Personnelist responsibility is required to produce the PAY500 Report. A special responsibility is required for Regeneration processing and is limited to designated HR users.

Chapter Contents

Topic	Page
Before You Begin	1
Accessing and Printing the PAY500 Record	2
Producing a DCPS PAYROLL INTERFACE Report	6
Sample DCPS PAYROLL INTERFACE Report	10
Payroll Transaction Regeneration Process	11
PAY500 Interface Transaction Format	15

Before You Begin

- DCPDS creates a PAY500 transaction automatically when a personnel action is consummated or a data field or element that is shared by DCPS is updated.
- PAY500 transactions are maintained in DCPDS for 27 pay periods and may be viewed, printed, or resent to payroll.
- Payroll interface transactions are created upon consummation of RPA processed actions on or after the effective date.
- PAY500 formats are created immediately upon update of data element or position fields regardless of the effective date.
- Transactions with projected effective dates do not “flow” to DCPS until the effective date is reached.

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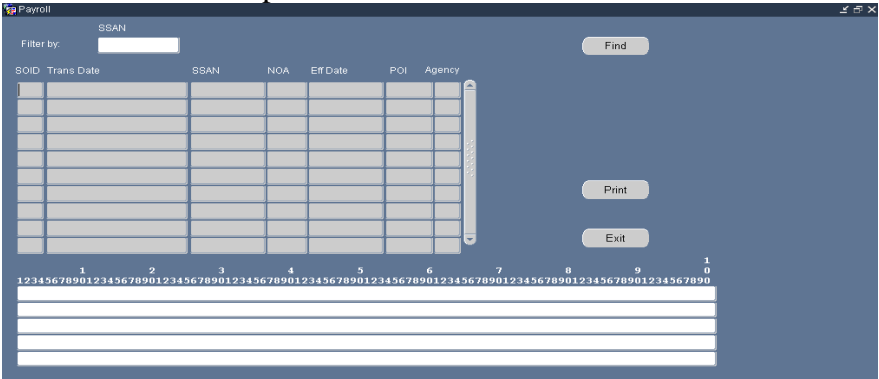
Pay500 Record View, Print, and Regeneration, Continued

Before You Begin – cont.

- Projected PAY500 formats cannot be deleted from the system or removed from the interface flow.
- Interface transaction packaging and transmission to DCPS is discussed in topic “Interface Package Tracking”.

Accessing and Printing the PAY500 Record

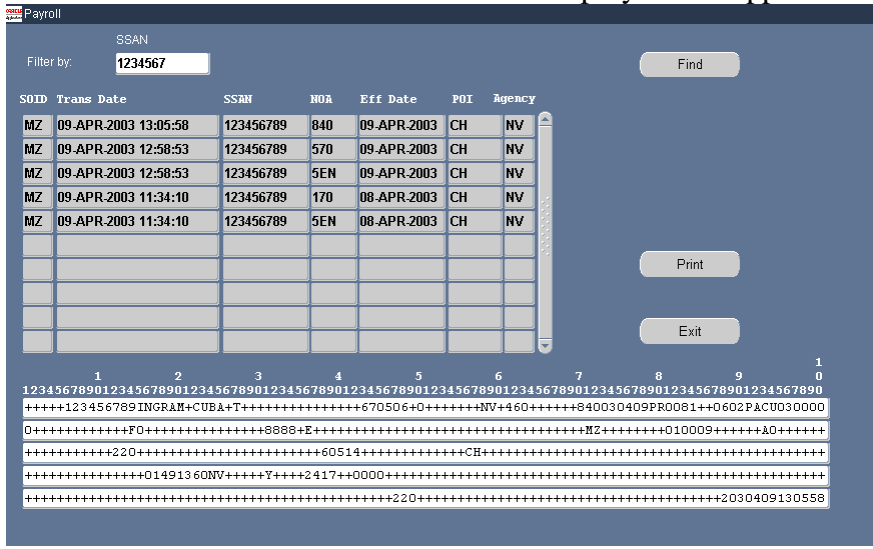

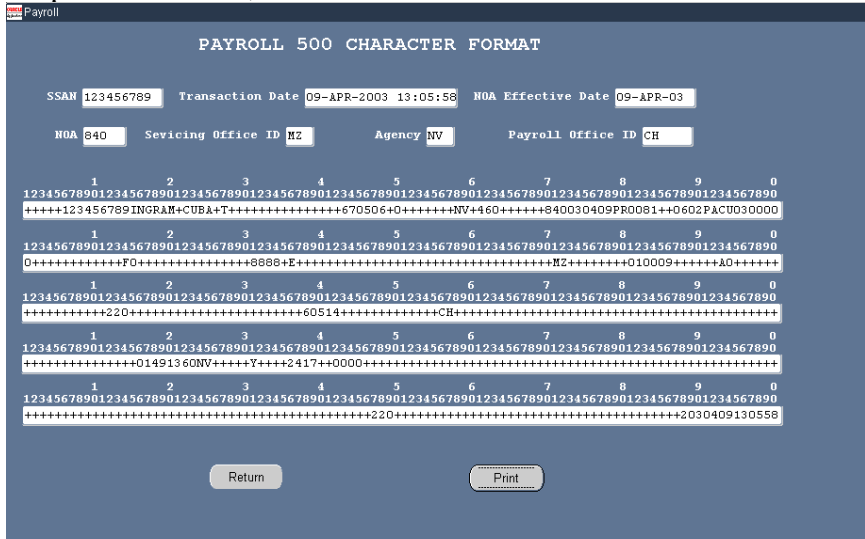
An Illustration of the DCPS PAY500 Character Interface Format can be found at the end of this chapter.

Step	Action																
1	Navigation Path → <i>PAY500</i> → <Open> .																
2	<p>The PAY500 window opens with three taskflow buttons.</p> <table border="1"> <thead> <tr> <th>Button</th><th>Definition</th></tr> </thead> <tbody> <tr> <td>Find</td><td>Populates the view with all transactions or selected SSAN entries.</td></tr> <tr> <td>Print</td><td>Opens the selected PAY500 action in a print friendly format.</td></tr> <tr> <td>Exit</td><td>Returns you to the Navigation List</td></tr> </tbody> </table>	Button	Definition	Find	Populates the view with all transactions or selected SSAN entries.	Print	Opens the selected PAY500 action in a print friendly format.	Exit	Returns you to the Navigation List								
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3	<p>The PAY500 window opens with no transactions reflected. Click the <Find> button to display all available PAY500 transactions. The records are sorted by Transaction Date with the most recent at the top.</p>  <p>The following description is provided for the PAY500 transaction control information opens in the scroll box on the screen.</p> <table border="1"> <thead> <tr> <th>Data Field</th><th>Description/Action</th></tr> </thead> <tbody> <tr> <td>SOID</td><td>Servicing Office ID</td></tr> <tr> <td>Transaction Date</td><td>Date and time the transaction was created</td></tr> <tr> <td>SSAN</td><td>Self explanatory</td></tr> <tr> <td>NOA</td><td>Nature of Action Code</td></tr> <tr> <td>Eff Date</td><td>Transaction Effective Date</td></tr> <tr> <td>POI</td><td>Personnel Office ID</td></tr> <tr> <td>Agency</td><td>Servicing Agency</td></tr> </tbody> </table>	Data Field	Description/Action	SOID	Servicing Office ID	Transaction Date	Date and time the transaction was created	SSAN	Self explanatory	NOA	Nature of Action Code	Eff Date	Transaction Effective Date	POI	Personnel Office ID	Agency	Servicing Agency
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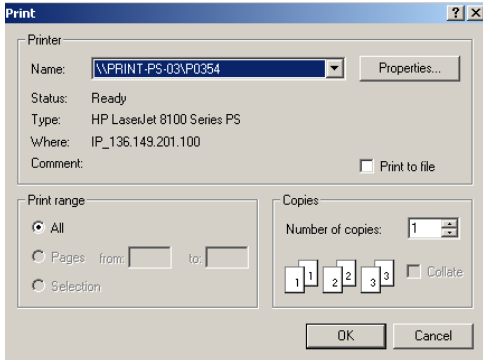
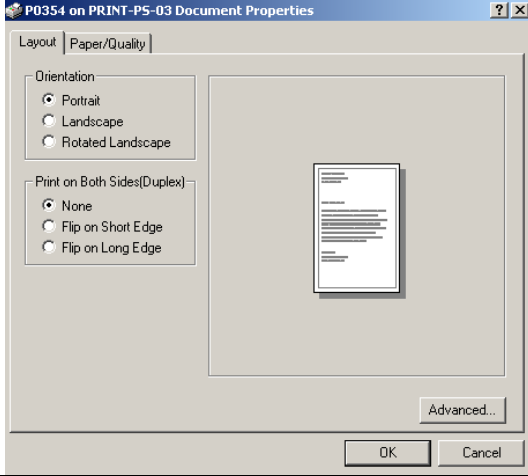
Pay500 Record View, Print, and Regeneration, Continued

Accessing and Printing the PAY500 Record (continued)

Step	Action
4	<p>To search for transactions by SSAN, place your cursor in the Filter by: data field, type in a SSAN and click the <Find> button. All of the PAY500 formats stored for the employee will appear.</p>  <p>The complete PAY500 format is opens for the selected transaction entry. Using the up and down arrow or mouse click selection you may navigate and see other transactions in the list.</p>
5	<p>Click the  button and the screen display will change to a full screen view of the individual transaction.</p>
6	<p>To print the record, click the <PRINT> button.</p> 

Pay500 Record View, Print, and Regeneration, Continued

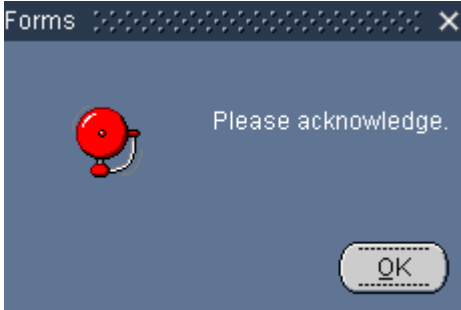
Accessing and Printing the PAY500 Record (continued)

Step	Action
7	<p>The print manager window will open. If there are no changes to be made click the <OK> button.</p> 
8	<p>For the best quality print, click the <PROPERTIES> button on the print manager. Select Landscape from the Orientation list and click OK.</p> 
9	<p>Clicking OK button on the Print Manager screen will send the format to the printer.</p>

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Pay500 Record View, Print, and Regeneration, Continued

Accessing and Printing the PAY500 Record (continued)

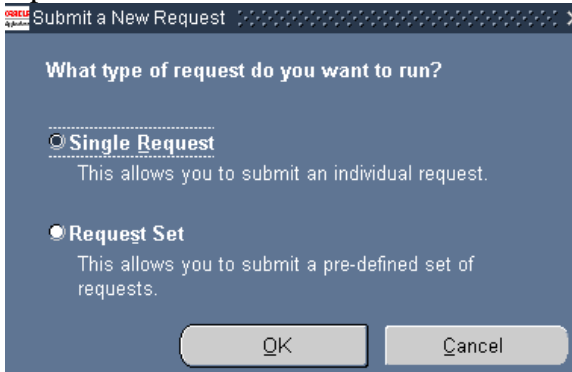
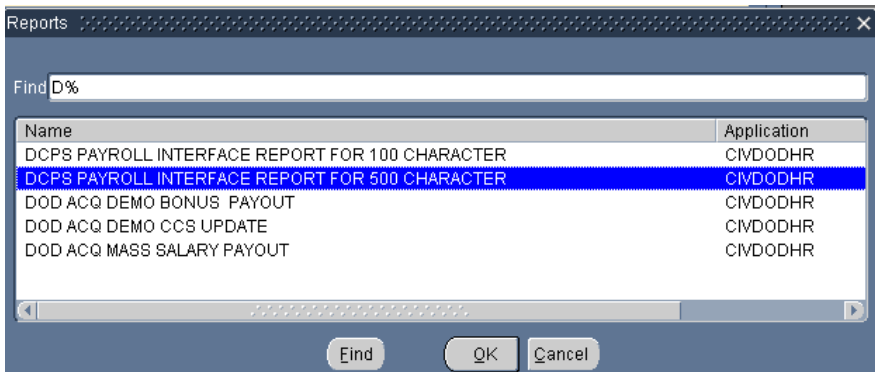
Step	Action
10	<p>The system will display a forms window and request acknowledgment. Clicking the <OK> button will return you to the main PAY500 transaction screen.</p> 
11	By clicking the <RETURN> button you may exit the print screen without printing the PAY500 format.
12	<ul style="list-style-type: none"> • The PAY500 format may be read using the PAY 500 Interface Transaction Format provided at the end of this chapter. • The format is reflected in five 100 character lines with positions grids above the transaction data.

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Pay500 Record View, Print, and Regeneration, Continued

Producing a DCPS PAYROLL INTERFACE Report

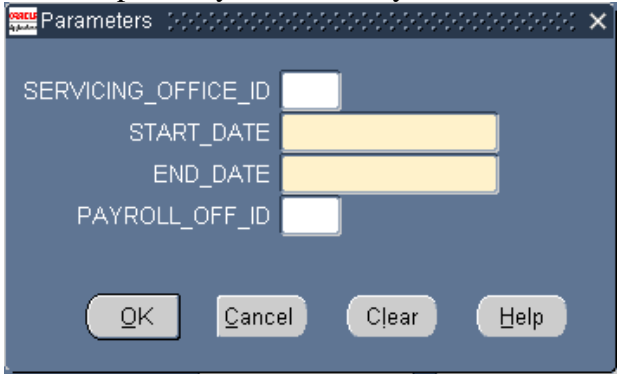
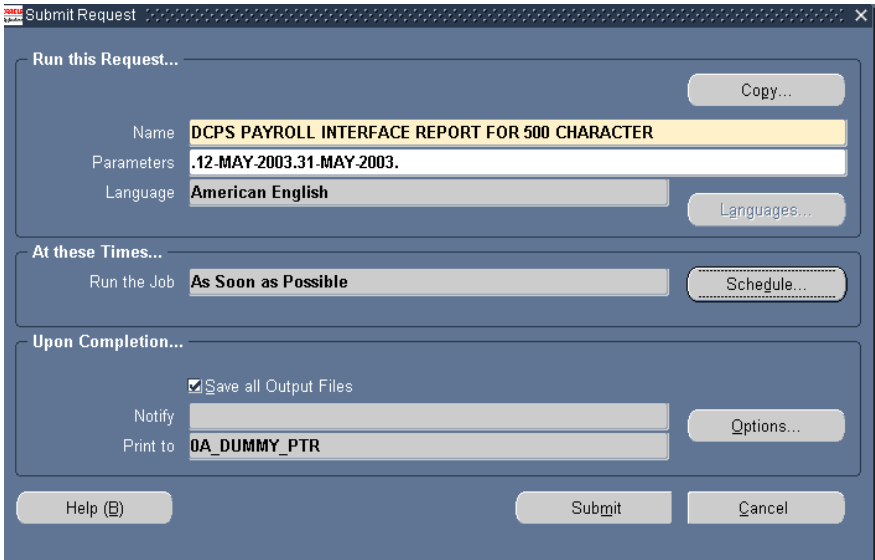
- The PAY500 Report is produced by SOID/POID/Service Agency and is separate for each sequenced package transmitted in a 24 hour period.
- The report reflects all PAY500 formats included in the package transmission.
- The PAY500 Interface Format located at the end of this Module will be used to assist with reading the PAY500 Report.
- Creating this report is not a system management requirement, but may be recommended by your agency. It is NOT required for interface tracking at the region level.

Step	Action
1	Navigation Path → <i>Processes and Reports</i> → <i>Submit Processes and Reports</i> <Open>.
2	<p>The system will ask if the request is a single request or a request set. The default is single request and is appropriate for this specific report. Click the <OK> button to continue.</p> 
3	<p>The screen opens with the cursor in the Name data field. Click the LOV icon to select DCPS PAYROLL INTERFACE REPORT FOR 500 CHARACTER.</p> 

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Pay500 Record View, Print, and Regeneration, Continued

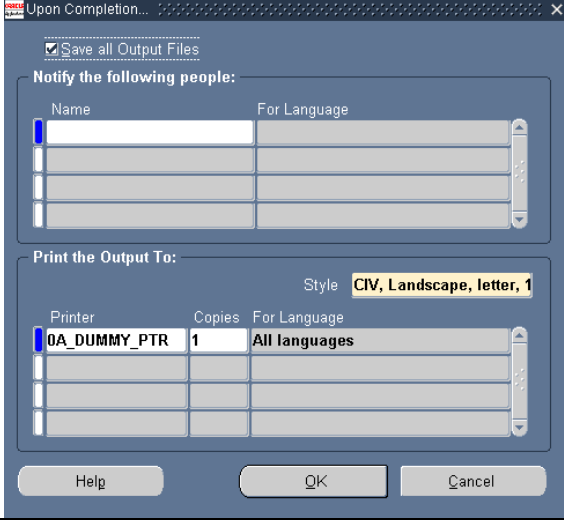
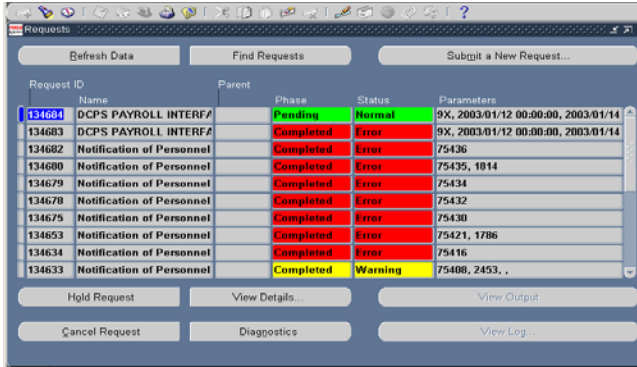
Producing a *DCPS PAYROLL INTERFACE* Report, continued

Step	Action
4	<p>The parameter screen is opens complete the Parameter window values. The Start date and End date fields are critical as ALL daily reports on the region instance will be produced if not limited by date. Report may be limited by POID and or SOID.</p> 
5	<p>Complete the remainder of the Processes and Reports setup screen to include the desired <i>At these times</i> and <i>Upon Completion</i> sections.</p> 

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Pay500 Record View, Print, and Regeneration, Continued

Producing a *DCPS PAYROLL INTERFACE* Report, continued

Step	Action
6	<p>If an electronic copy is desired, Click the <OPTIONS> button and change the number of copies to 0. Click the <OK>button to continue.</p> 
7	<p>When all options and parameters are set, Click the <SUBMIT> button to execute or schedule the report.</p>
8	<p>A Request log will appear reflecting the current status of your request. The Refresh Data button is used to check for completion of the report run.</p>  <p>You may exit from this log without affecting the report run. To retrieve the screen at a later time click VIEW from the taskbar and choose Requests. The screen will be opens with the current status.</p>
9	<p>When the process shows Completed you may view the electronic report by clicking View Output. The report will be opens as a MS WORD document and may be saved in the desired file type.</p>

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Pay500 Record View, Print, and Regeneration, Continued

Producing a DCPS PAYROLL INTERFACE Report, continued

Step	Action																								
10	<p>The following definition of the report content is provided:</p> <table> <tr> <th>Data Title</th><th>Description</th></tr> <tr> <td>PREPARED ON:</td><td>Date the report was executed.</td></tr> <tr> <td>CREATION DATE:</td><td>Date the interface package was created</td></tr> <tr> <td>CREATION TIME:</td><td>Local region time the package was created</td></tr> <tr> <td>SERVICING OFFICE ID:</td><td>Self explanatory</td></tr> <tr> <td>SEQUENCE NUMBER:</td><td>This is the package sequence number used to track the package to DCPS. The first three digits is the last sequence sent, the second three digits reflects the current sequence.</td></tr> <tr> <td>AGENCY CODE:</td><td>This field reflects the SERVICING Agency</td></tr> <tr> <td>PAYROLL OFFICE:</td><td>Two character Payroll Office ID</td></tr> <tr> <td>PACKAGE NUMBER:</td><td>System generated package sequence. Not used for tracking.</td></tr> <tr> <td></td><td>PAY500 formats are reflected in five lines of 100 characters each. Each transaction is separated by a blank line. The PAY500 Interface Transaction Format provided at the end of this chapter will assist in reading the transactions.</td></tr> <tr> <td>RECORD COUNT:</td><td>Reflects the number of PAY500 formats included in the package being reported.</td></tr> <tr> <td>REPORT ID:</td><td>DCPSIN This is the system report identifier.</td></tr> </table>	Data Title	Description	PREPARED ON:	Date the report was executed.	CREATION DATE:	Date the interface package was created	CREATION TIME:	Local region time the package was created	SERVICING OFFICE ID:	Self explanatory	SEQUENCE NUMBER:	This is the package sequence number used to track the package to DCPS. The first three digits is the last sequence sent, the second three digits reflects the current sequence.	AGENCY CODE:	This field reflects the SERVICING Agency	PAYROLL OFFICE:	Two character Payroll Office ID	PACKAGE NUMBER:	System generated package sequence. Not used for tracking.		PAY500 formats are reflected in five lines of 100 characters each. Each transaction is separated by a blank line. The PAY500 Interface Transaction Format provided at the end of this chapter will assist in reading the transactions.	RECORD COUNT:	Reflects the number of PAY500 formats included in the package being reported.	REPORT ID:	DCPSIN This is the system report identifier.
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Sample of Payroll Report

PERSONNEL DATA - PRIVACY ACT OF 1974 DCPS PAYROLL INTERFACE

PREPARED ON: 03 JUN 2003

CREATION DATE: 02 JUN 2003 SERVICING OFFICE ID: DR AGENCY CODE: DD PAYROLL OFFICE: PE
 CREATION TIME 18:05:02 SEQUENCE NUMBER: 559560 PACKAGE NUMBER: 1030

699326969EMPLOYEE MARK M 55072710 950605DD01K02950605893030601GS0185 1110PA11001000
 1 1274 F0 88889E020113 00001040000000000 DRACMACM 00012 GO
 61330 001369030601 PE 950605960107Y960107
 05587300DD Y 1369 0000
 0711800000000000000000 40 2030602053056

699585969WREN MARTHA W 49042510 021007DD01K02021007893030601WG7408 0302PH11001000
 1 0000 P0 00159N021007 0020ZZX0000000000 DRBWA 00000 C0031006
 53122 001369030601 PE 021007030601Y030601
 00001172DD Y 13692 0027
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 352 DD 1369
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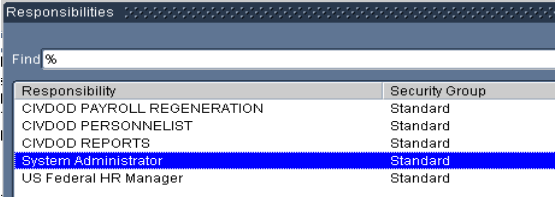
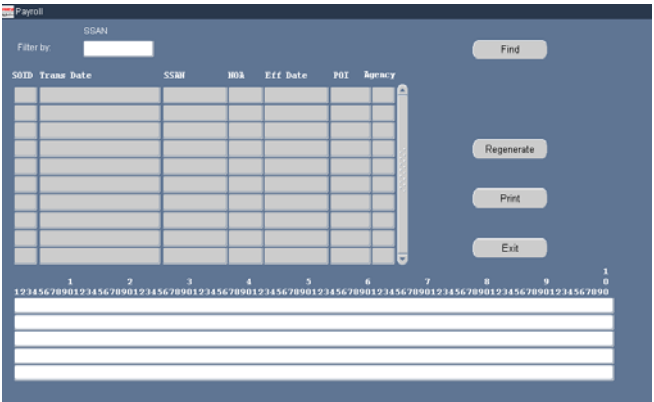
RECORD COUNT: 3

REPORT ID: DCPSIN

Pay500 Record View, Print, and Regeneration, Continued

Payroll Transaction Regeneration Process

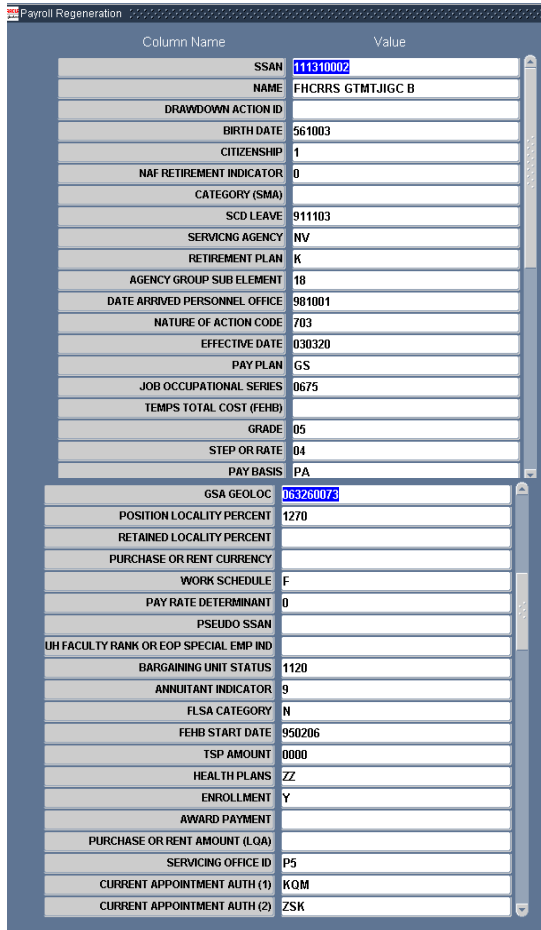
- Payroll regeneration process is restricted to agency designated users. Payroll Regeneration Responsibility is required to access the process.
- It is critical to remember that date fields are in YYMMDD format.
- THIS PROCESS IS NOT INTENDED AS A PAY500 VIEW.
- Payroll Regeneration process is appropriate when (1) a CPMS issued official workaround designates the process as solution to a system deficiency or (2) the original transaction rejected at payroll, reject was not worked, and transaction subsequently dropped from the payroll system suspended transaction area. In the second event, the transaction must be retransmitted as originally sent and will again reject. The resulting reject must be resolved in a timely manner.

Step	Action
1	 Select the Payroll Regeneration Responsibility.  <p>As there are no other processes associated with this responsibility, the processing screen will be opened when the responsibility is selected.</p>
2	<p>The Payroll Regeneration entry window opens the same view as the PAY500 view discussed in Topic 1, Accessing and Printing the PAY500 Record. Please refer to that topic for description of the views and instructions for finding transactions. After locating the transaction requiring retransmission, click the Regeneration task button.</p> 

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Pay500 Record View, Print, and Regeneration, Continued

Payroll Transaction Regeneration Process, continued

Step	Action																																																																																		
3	<p>The Regeneration process opens the transaction by individual data fields in a scroll screen. All of the fields are open allowing for modification if appropriate.</p> <p>CAUTION: There are no validity edits or business rules applied to this process. User must be extremely careful to ensure valid information when altering the original transaction.</p>  <p>The screenshot displays a 'Payroll Regeneration' window with a table of fields and values. The fields are organized into two sections. The first section contains fields like SSAN, NAME, BIRTH DATE, CITIZENSHIP, and others. The second section contains fields like GSA GEOLOC, POSITION LOCALITY PERCENT, and others. The values are entered in the 'Value' column.</p> <table border="1"> <thead> <tr> <th>Column Name</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>SSAN</td><td>111310002</td></tr> <tr><td>NAME</td><td>FHCRRS GTMTJIGC B</td></tr> <tr><td>DRAWDOWN ACTION ID</td><td></td></tr> <tr><td>BIRTH DATE</td><td>561003</td></tr> <tr><td>CITIZENSHIP</td><td>1</td></tr> <tr><td>NAF RETIREMENT INDICATOR</td><td>0</td></tr> <tr><td>CATEGORY (SMA)</td><td></td></tr> <tr><td>SCD LEAVE</td><td>911103</td></tr> <tr><td>SERVICNG AGENCY</td><td>NV</td></tr> <tr><td>RETIREMENT PLAN</td><td>K</td></tr> <tr><td>AGENCY GROUP SUB ELEMENT</td><td>18</td></tr> <tr><td>DATE ARRIVED PERSONNEL OFFICE</td><td>981001</td></tr> <tr><td>NATURE OF ACTION CODE</td><td>703</td></tr> <tr><td>EFFECTIVE DATE</td><td>030320</td></tr> <tr><td>PAY PLAN</td><td>GS</td></tr> <tr><td>JOB OCCUPATIONAL SERIES</td><td>0675</td></tr> <tr><td>TEMPS TOTAL COST (FEHB)</td><td></td></tr> <tr><td>GRADE</td><td>05</td></tr> <tr><td>STEP OR RATE</td><td>04</td></tr> <tr><td>PAY BASIS</td><td>PA</td></tr> <tr><td>GSA GEOLOC</td><td>063260078</td></tr> <tr><td>POSITION LOCALITY PERCENT</td><td>1270</td></tr> <tr><td>RETAINED LOCALITY PERCENT</td><td></td></tr> <tr><td>PURCHASE OR RENT CURRENCY</td><td></td></tr> <tr><td>WORK SCHEDULE</td><td>F</td></tr> <tr><td>PAY RATE DETERMINANT</td><td>0</td></tr> <tr><td>PSEUDO SSAN</td><td></td></tr> <tr><td>UH FACULTY RANK OR EOP SPECIAL EMP IND</td><td></td></tr> <tr><td>BARGAINING UNIT STATUS</td><td>1120</td></tr> <tr><td>ANNUITANT INDICATOR</td><td>9</td></tr> <tr><td>FLSA CATEGORY</td><td>N</td></tr> <tr><td>FEHB START DATE</td><td>950206</td></tr> <tr><td>TSP AMOUNT</td><td>0000</td></tr> <tr><td>HEALTH PLANS</td><td>ZZ</td></tr> <tr><td>ENROLLMENT</td><td>Y</td></tr> <tr><td>AWARD PAYMENT</td><td></td></tr> <tr><td>PURCHASE OR RENT AMOUNT (LOA)</td><td></td></tr> <tr><td>SERVICNG OFFICE ID</td><td>P5</td></tr> <tr><td>CURRENT APPOINTMENT AUTH (1)</td><td>KQM</td></tr> <tr><td>CURRENT APPOINTMENT AUTH (2)</td><td>ZSK</td></tr> </tbody> </table>	Column Name	Value	SSAN	111310002	NAME	FHCRRS GTMTJIGC B	DRAWDOWN ACTION ID		BIRTH DATE	561003	CITIZENSHIP	1	NAF RETIREMENT INDICATOR	0	CATEGORY (SMA)		SCD LEAVE	911103	SERVICNG AGENCY	NV	RETIREMENT PLAN	K	AGENCY GROUP SUB ELEMENT	18	DATE ARRIVED PERSONNEL OFFICE	981001	NATURE OF ACTION CODE	703	EFFECTIVE DATE	030320	PAY PLAN	GS	JOB OCCUPATIONAL SERIES	0675	TEMPS TOTAL COST (FEHB)		GRADE	05	STEP OR RATE	04	PAY BASIS	PA	GSA GEOLOC	063260078	POSITION LOCALITY PERCENT	1270	RETAINED LOCALITY PERCENT		PURCHASE OR RENT CURRENCY		WORK SCHEDULE	F	PAY RATE DETERMINANT	0	PSEUDO SSAN		UH FACULTY RANK OR EOP SPECIAL EMP IND		BARGAINING UNIT STATUS	1120	ANNUITANT INDICATOR	9	FLSA CATEGORY	N	FEHB START DATE	950206	TSP AMOUNT	0000	HEALTH PLANS	ZZ	ENROLLMENT	Y	AWARD PAYMENT		PURCHASE OR RENT AMOUNT (LOA)		SERVICNG OFFICE ID	P5	CURRENT APPOINTMENT AUTH (1)	KQM	CURRENT APPOINTMENT AUTH (2)	ZSK
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Pay500 Record View, Print, and Regeneration, Continued

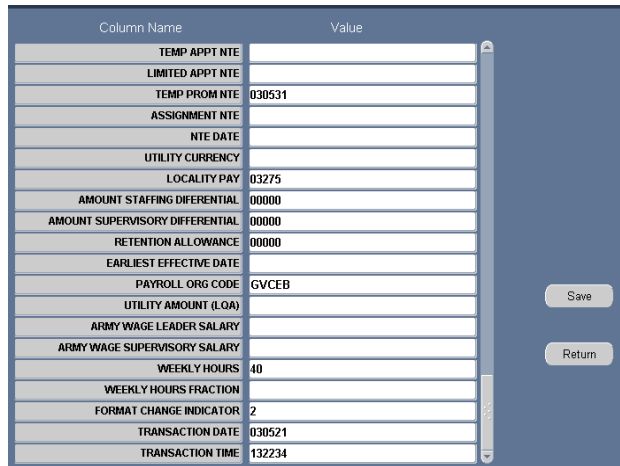
Payroll Transaction Regeneration Process, continued

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Pay500 Record View, Print, and Regeneration, Continued

Payroll Transaction Regeneration Process, continued

Step	Action
4	<p>Change any data field by clicking in the field and typing in the new data. Be especially careful of date fields as they MUST be opens as YYMMDD.</p> <p>Note: There are no LOVs active for making changes.</p>
5	<p>Following completion of review and modification, click the <SAVE> button to create the new PAY500 interface transaction.</p>  <p>If after review you determine that the transaction should NOT be resent to DCPS, click the Return button to go back to the payroll screen.</p>
NOTE	<p>It is currently not possible to determine whether a PAY500 format was created by system processes or the Regeneration capability. A System Enhancement has been submitted to add a flag that will be visible on the PAY500 screen that will identify the regenerated actions.</p>

Continued on next page

Pay500 Record View, Print, and Regeneration, Continued

PAY500 Interface Transaction Format

RCD-POSN	FIELD NAME	SIZE	CONT FLD	SPECIAL INSTRUCTIONS/ REMARKS
1-5	FILLER	5		
6-14	Social Security	9	Y	
15-41	Last Name, First Name, MI, & Suffix	27	Y	
42	Drawdown Action ID	1		
43-48	Birth Date	6		YYMMDD
49	Citizenship	1		
50	NAF Retirement Indicator	1		
51	Category (SMA)	1	T	
52-57	SCD Leave	6		YYMMDD
58-59	Servicing Agency	2	Y	
60	FILLER	1		
61	Retirement Plan	1		
62-63	Agency Group - Sub Element	2		
64-69	Date Arrived Personnel Office	6		YYMMDD
70-72	Nature Of Action Code	3	Y	
73-78	Effective Date	6	Y	YYMMDD
79-80	Valid Grade 1-2 of 4 (Pay Plan)	2		
81-84	Job (Occupational Series)	4		
85	Temps Total Cost (FEHB)	1		
86	FILLER	1		
87-88	Valid Grade 3-4 of 4 (Grade)	2		
89-90	Step or Rate	2		
91-92	Pay Basis	2		
93-101	Location (GSA GEOLOC)	9		
102	FILLER	1		
103-106	Position Locality Percent	4		
107-110	Retained Locality Percent	4		
111-113	Purchase Currency OR Rent Currency	3	T	
114	Work Schedule	1		
115	Pay Rate Determinant	1		
116-119	FILLER	4		
120-128	PSEUDO SSN	9		
129-130	UH-FACULTY-RANK-IND OR EOP-LEAVE-EARNER-IND	2		
131-134	Bargaining Unit Status	4		
135	Annuitant Indicator	1		
136	FLSA Category	1		

Continued on next page

Pay500 Record View, Print, and Regeneration, Continued

PAY500 Interface Transaction Format, continued

RCD-POSN	FIELD NAME	SIZE	CONT FLD	SPECIAL INSTRUCTIONS/ REMARKS
137-142	FEHB Start Date	6		YYMMDD
143	FILLER	1		
144-147	TSP Amount	4		
148-149	Health Plans	2		
150	Enrollment	1		
151-160	FILLER	10		
161-170	Purchase Amount (LQA) OR Rent Amount (LQA)	10	T	AMOUNT IS REFLECTED IN FOREIGN CURRENCY
171-172	Servicing Office ID (SOID)	2	Y	
173-175	Current Appointment Auth (1)	3		
176-178	Current Appointment Auth (2)	3		
179-180	FILLER	2		
181-185	Amount Award	5	T	WHOLE DOLLARS ONLY
186	LEO Position Indicator	1		
187-188	Duty Status	2		
189-190	TSP Rate	2		
191-192	Agency Code Transfer To OR Agency Code Transfer From	2	T	FOR NOA 352 FOR NOAs 130/132
193-194	FEGLI	2		
195-200	Date Prob/Trial Period Ends	6		YYMMDD
201	Quarters Type (LQA)	1	T	
202	Payroll Office Gain/Loss Indicator	1	T	SEE NOTE 1
203-206	Hours Left To Work	4		
207-209	Army Civilian Type	3		FOR ARMY USE ONLY
210	Code (Entitlement NON-FOREIGN)	1	T	
211	FILLER	1	T	
212-218	Organization Structure ID	7	Y	SEE NOTE 4 FOR AGENCY UNIQUE REQUIREMENTS
219-225	Entitlement NON-FOREIGN Amount / Percent OR Amount (Imminent Danger Pay)	7	T	
226-227	Retained Pay Plan	2		
228-229	Retained Grade	2		
230-231	Retained Step or Rate	2		
232-237	Retained Date To	6		YYMMDD

Continued on next page

Pay500 Record View, Print, and Regeneration, Continued

PAY500 Interface Transaction Format, continued

RCD-POSN	FIELD NAME	SIZE	CONT FLD	SPECIAL INSTRUCTIONS/REMARKS
238-243	PAS/UIC	6	Y	SEE NOTE 4 FOR AGENCY UNIQUE REQUIREMENTS
244-249	Last Increase Date	6		YYMMDD
250-251	Previous Payroll Office Id	2	T	
252-255	FILLER	4		
256-257	Payroll Office ID	2	Y	
258-263	<i>Title 38 Physicians/Dentists Special Pay</i>	6		<i>Pending Implementation</i>
264-266	FILLER	3		
267-275	Corrected Social Security	9	T	OUTPUT ONLY FROM SSN CORRECTION
276-281	SCD TSP	6		YYMMDD
282-287	TSP Eligibility Date	6		YYMMDD
288	TSP Status	1		
289-294	TSP Status Date	6		YYMMDD
295-302	FILLER	8		
303-304	FILLER	2		
305-307	Corrected Nature Of Action Code	3	Y T	REFLECTS NOA BEING CANCELED OR CORRECTED
308-313	Location (LQA) OR Location (Post Allowance) OR Location (Danger Pay) OR Location (Post Differential) OR Location (Imminent Danger Pay)	6	T	FIRST 6 CHARACTERS OF APPROPRIATE GSA-GEOLOC: RESIDENCE LOCATION FOR LQA; DUTY LOCATION FOR ALL OTHER ENTITLEMENT TYPES
314-315	No. Family Members (LQA) No. Family Members (Post Allowance)	2	T	
316-323	Salary	8		
324-325	Agency Group - Agency	2	Y	
326-330	TSP Catch-up Biweekly Amount	5		
331	Reserve Category	1		
332	Quarters Group (LQA)	1	T	
333-335	Organization Function Code	3		FOR ARMY USE ONLY
336-339	Personnel Office ID (POI)	4	Y	
340	Part-Time Indicator	1		
341	Premium Pay Ind	1		
342-345	Pay Table ID	4		
346-349	Retained Pay Table ID	4		

Continued on next page

Pay500 Record View, Print, and Regeneration, Continued

PAY500 Interface Transaction Format, continued

RCD-POSN	FIELD NAME	SIZE	CONT FLD	SPECIAL INSTRUCTIONS/REMARKS
350	RESERVED FOR NSA USE	1		
351-356	Sum (Retirement Annuity)	6		WHOLE DOLLARS ONLY
357-358	Shared Percent (LQA)	2	T	
359-366	Amount (Severance Pay)	8	T	
367-372	Weekly Amount (Severance Pay)	6	T	
373-378	Temp Appt NTE	6		YYMMDD
379-384	Limited Appt NTE	6		YYMMDD
385-390	Temp Prom NTE	6		YYMMDD
391-396	Assignment NTE	6		YYMMDD
397-402	*NTE DATE*	6		SEE NOTE 2
403-405	Utility Currency	3	T	
406-411	<i>Title 38 Physician/Dentist Special Pay NTE</i>	<i>6</i>		<i>YYMMDD Pending Implementation</i>
412-416	FILLER	5		
417-421	Locality Pay	5		
422-426	Amount (Staffing Differential)	5		
427-431	Amount (Supervisory Differential)	5		
432-436	Retention Allowance	5		
437-440	FILLER	4		
441-446	Earliest Effective Date	6		SEE NOTE 3
447-452	Payroll Org Code	6		
453-462	Utility Amount (LQA)	10	T	AMOUNT REFLECTED IN FOREIGN CURRENCY
463-466	FILLER	4		
467-471	ARMY WAGE LEADER SALARY	5		ARMY COE USE ONLY
472-476	ARMY WAGE SUPERVISORY SALARY	5		ARMY COE USE ONLY
477-480	FILLER	4		
481-484	Weekly Hours	4		
485-487	FILLER	3		
488	FORMAT CHANGE INDICATOR	1		
489-500	PROCESSING TIME STAMP/SEQ	12		YYMMDDHHMMSN

Control Field Values:

Y = These data fields are part of the record control data for the payroll system processing. The appropriate value for these fields must be present in all interface transactions.

Continued on next page

Pay500 Record View, Print, and Regeneration, Continued

PAY500 Interface Transaction Format, continued

T = These fields are transaction specific. Data will be included in the interface format only when applicable to the transaction being processed. For example, LQA data fields will only be present when the transaction is update to LQA authorization. Severance pay information will be reflected only when included in separation action.

NOTE 1: The value reflected in PAYROLL OFFICE LOSS FLAG is generated when there is a change in servicing payroll office and the employment is continued with the DoD agency. An appropriate action flows to the gaining payroll office with a value of "G" in the field and another to the losing payroll office with a value of "L". Input of TYPE-OF-PAY-CHG, with a value of "R" in a separation transaction, NOA 3##, will signal DCPS to stop payment of lump sum annual leave and closure of the employee retirement record. The separation action should only contain the value when the employee will be rehired within a few days.

NOTE 2: This field is used to flow various not to exceed dates that would not be appropriate for use with any other not to exceed date, i.e. unique to a specific NOAC and not appropriate for dual action processing. The following table reflects the logic for determining the value of the field.

IF THE NOA INPUT IS:	FIELD WILL CONTAIN VALUE OF
	DATA NAME
430	LWOP NTE
450 (More than 30 days)	Date Suspension Over 30 Days
450 (Less than 30 days)	Date Suspension Under 30 Days
452	Date Suspension Over 30 Days
460	LWOP NTE
IF THE NOA INPUT IS:	FIELD WILL CONTAIN VALUE OF
472	Furlough NTE
473	LWOP NTE
480	Sabbatical NTE
772	Furlough NTE (New value)
773	LWOP NTE (New Value)
921/923	Date Temporary Reassignment Expires

NOTE 3: EARLIEST EFFECTIVE DATE, must be input with correction RPAs if the correction applies to more than the most recent SF-50. This signals payroll to initiate the retroactive correction process that will apply the correction to all appropriate pay records and allow for automated processing of adjustments to pay or withholdings/deductions. If the correction applies to only the latest SF-50, this field should not be included in the input.

Continued on next page

Pay500 Record View, Print, and Regeneration, Continued

PAY500 Interface Transaction Format, continued

NOTE 4: UIC and Organization data will be written to the PAY500 record based on owning agency rules. Following table provides the information necessary to ensure the correct values are input to cross serviced records and written in the interface.

UIC/PAS	
COMPENENT	DCPDS
AF## (Air Force)	PAS AUTH, 5,4
AR## (Army)	UNIT ID CODE
DD02	UNIT ID CODE
DD04 (DISA)	UNIT ID CODE
DD06 (DEF SEC)	UNIT ID CODE
DD07 (DLA)	UNIT ID CODE, 1,2
DD10 (DCAA)	UNIT ID CODE, 1,2
DD11 (NIMA)	UNIT ID CODE, 3,4
DD12 (DIS)	UNIT ID CODE
DD15 (USUHS)	UNIT ID CODE, 3,4
DD16 (DODEA)	OFFICE SYMBOL, 1,6
DD21 (WHS)	UNIT ID CODE, 3,4
DD26 (DODIG)	UNIT ID CODE, 3,4
DD34 (DECA)	UNIT ID CODE, 1,2
DD35 (DFAS)	UNIT ID CODE, 1,2
DD61 (DTRA)	UNIT ID CODE
NGAF (NGB-AF)	PAS AUTH, 5,4
NGAR (NGB-AR)	UNIT ID CODE

ORG	
COMPENENT	DCPDS
AF## (Air Force)	ORGANIZATION STRUCTURE ID
AR## (Army)	ORGANIZATION STRUCTURE ID
DD02	ORGANIZATION STRUCTURE ID
DD04 (DISA)	ORGANIZATION STRUCTURE ID
DD06 (DEF SEC)	ORGANIZATION STRUCTURE ID
DD07 (DLA)	ORGANIZATION STRUCTURE ID
DD10 (DCAA)	ORGANIZATION STRUCTURE ID
DD11 (NIMA)	ORGANIZATION STRUCTURE ID
DD12 (DIS)	OFFICE SYMBOL
DD15 (USUHS)	ORGANIZATION STRUCTURE ID
DD16 (DODEA)	DODEA ACTING CD
DD21 (WHS)	ORGANIZATION STRUCTURE ID
DD26 (DODIG)	ORGANIZATION STRUCTURE ID
DD34 (DECA)	ORGANIZATION STRUCTURE ID
DD35 (DFAS)	ORGANIZATION STRUCTURE ID
DD61 (DTRA)	ORGANIZATION STRUCTURE ID
NGAF (NGB-AF)	FUNCT ACCT AND SHRED
NGAR (NGB-AR)	ORGANIZATION STRUCTURE ID

Continued on next page

Pay500 Record View, Print, and Regeneration, Continued

PAY500 Interface Transaction Format, continued

UIC/PAS	
COMPENENT	DCPDS
NGZG (NGB-ZG)	PAS AUTH, 5,4
NV## (Navy)	UNIT ID CODE
AFRH	UNIT ID CODE
EOP	UNIT ID CODE, 5,2
BBG	UNIT ID CODE
ZZ01	UNIT ID CODE

ORG	
COMPENENT	DCPDS
NGZG (NGB-ZG)	FUNCT ACCT AND SHRED
NV## (Navy)	PAYROLL ORG CODE
AFRH	ORGANIZATION STRUCTURE ID
EOP	ORGANIZATION STRUCTURE ID
BBG	ORGANIZATION STRUCTURE ID
ZZ01	ORGANIZATION STRUCTURE ID